



TOWN OF MANCHESTER



POSITION VACANCY CLINIC NURSE - PT

Monday – Friday (Flexible Between the Hours of 8:00 a.m. – 4:30 p.m.)

25 hours/week - \$35/hour; No Benefits

CLOSING DATE: Friday, October 7, 2022

(Applications must be received in the Human Resources Department by 4:30 p.m.)

NATURE OF WORK: Under the direction of the Community Health Nurse, develops, promotes, and operates Health Department clinics and health promotion programs. The Part-Time Clinic Nurse position will play a key role in prevention and minimizing the spread of emerging infectious diseases throughout our communities.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES: Develops and maintains ongoing contact with key agencies within the community and region. Assists in the development of all related policies, procedures, and evaluation criteria for clinic and health promotion programs. Develops, organizes, provides, and evaluates group health promotion activities such as screenings and educational programs. Provides communicable disease control, case management/advocacy, counseling, education and monitoring of specific health conditions as needed. Interviews and instructs cases and contact cases of communicable diseases to promote cure and prevent contagion. Performs lead case management, mandated public health services while promoting clinic and health promotion services within the community, and follow-up activities. Assists Community Health Nurse with employee related vaccinations and clinics. Performs other duties as assigned

MINIMUM TRAINING AND EXPERIENCE: Associate's or Bachelor's Degree in Nursing from an accredited program. Current State of Connecticut License as a Registered Nurse. Current CPR/AED Certification. Valid Connecticut Driver's License or ability to obtain one.

APPLICATION INSTRUCTIONS:

Applications and job description are available on our website at <https://www.manchesterct.gov/Employment-Opportunities>. Applications must be received in the Human Resources Department by 4:30 p.m. on Friday, October 7, 2022 or must be postmarked by Friday, October 7, 2022. The Town reserves the right to limit the number of applications it accepts. No faxed or e-mailed resumes and/or applications will be accepted.

The Town of Manchester shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.

The Town of Manchester is an equal opportunity employer and encourages applications from women, men, minorities, veterans and the disabled.

The above posting is intended as a guide for personnel actions and must not be taken as a complete description of the position or the process.